

# **POSSUM POINT PLAYERS ARTISTIC COMMITTEE MEETING MINUTES – DECEMBER 8, 2016**

**I. CALL TO ORDER – Chairwoman Marsha Shull called the meeting to order at 5:05. Members present were Marsha Shull, Richard Huffman, Nina Galerstein, Beth Howlett, Abby Chesney, Jim Debastiani (For OTE), Fred Dean, Chase Schirmer, Kyra Cutsail and Jim Hartzell. Members absent were: Claudius Bowden, Donna Flomp, Rosanne Pack, Derek Dutton, Ron Pakula and Kevin Short. Also present were Dawn Conaway, Executive Administrator and Max Dick, Director for Driving Miss Daisy.**

**II. PREVIOUS MEETING MINUTES – The minutes of the November 3 meeting were passed unanimously as printed on motion by Richard, second by Fred.**

## **III. REPORTS**

### **A. SHOW DIRECTORS –**

- 1. Miracle on 34<sup>th</sup> Street, The Musical: Jim H. reported that, though the rehearsal schedule was short and the cast was large, both the cast and the crew have been up to the challenge.**
- 2. Driving Miss Daisy – Max Dick has planned tryouts, has contacted a number of crew people and has a set design.**

### **B. EXECUTIVE ADMINISTRATOR – Dawn**

- 1. To date, we have sold 1196 tickets for “Miracle” and the second week is a sellout.**
- 2. A Constant Contact mailing has gone out for season tickets for 2017.**
- 3. She would like an annual report from all AC members for her annual report to be delivered at the annual meeting.**
- 4. The 2017 brochure is finished. It will be mailed out Monday.**

**C. EXECUTIVE COMMITTEE REPRESENTATIVES – There was no November meeting.**

### **D. OTHER MEMBERS AND AFFILIATES**

- 1. O.T.E. – Jim D. submitted a Building Use form, a budget, and requested approval for Laura Ochsman to Direct “Ages of the Moon” by Sam Sheppard. OTE is also interested in seeking later approval to enter the show in the DTA Delaware State Theater Festival. (Copy of budget and request attached to these minutes.) Upon motion by Jim H, second by Abby, the request, budget, director, play and date were unanimously approved.**
- 2. PJ’s – Abby**
  - a. The PJ’s have volunteered to sing Christmas carols on December 15 at the Cheer Center in Georgetown.**
  - b. The group needs volunteer judges for their April 17<sup>th</sup> monologue competition. Beth, Jim H., Jim D., Nina and Fred volunteered to assist. Abby will be asking other judges as well.**

**3. Publicity – Jim H. read an E-mail report from Rosanne:** Received final art work from artist close to a month ago. Dawn will update you re: brochures  
Will issue a press release by weekend, promoting 2017 season tickets as Christmas gifts  
Final 2016 underwriters' spots on WSCL/WSDL public radio ran/are running for Miracle.  
Feedback to me positive, please comment further. As of now, expect to go forward with similar contract for 2017.

**4. Costumes – Marsha continues to work with, and is very appreciative of, PJ volunteers assisting her with cleanup in the costume areas.**

**Discussion ensued over the concern for weight on the ceiling support purlins in both the costume storage room and the theater. On Motion by Jim H., second by Chase, the committee unanimously voted to request that the EC consider employing an engineer, or other appropriate professional to study the load-bearing capabilities of these areas.**

**IV. OLD BUSINESS - Revamp of Building Use Form – Fred said the form had been circulated but it was decided the committee was not ready to take any action at this time.**

**V. NEW BUSINESS – Richard brought up the necessity of creating a second building use form for activities outside Possum Hall. He volunteered to put something together for the Committee's consideration.**

**VI. CURRENT ITEMS FOR EC APPROVAL, NOTIFICATION OR INFORMATION APPROVAL**

- A. Approval – On The Edge show, director, budget, title and dates.**
- B. Information – PJ's caroling and monologue competition**
- C. Action – Employment of professional to study building load-bearing capabilities.**

**VII. NEXT MEETING DATE – Motion to eliminate the January meeting in favor of the Annual meeting passed unanimously. Motion made by Jim H., second by Beth. The next meeting will be the January 6 Annual Meeting. The next meeting of the Artistic Committee will be Thursday, February 2, time to be determined.**

**VIII. ANNOUNCEMENTS AND ADJOURNMENT –**

- A. There being no further business, the meeting was adjourned at 6PM on motion by Abby, second by Nina.**

**Respectfully submitted**

**Jim Hartzell, Secretary**